



UNDER SECRETARY OF DEFENSE
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WASHINGTON, D C 20301-4000

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PERSONNEL AND
READINESS

MAY 29 2003

MEMORANDUM FOR DIRECTOR, JOINT STAFF

SUBJECT: Improved Occupational and Environmental Health Surveillance Reporting
and Archiving

George

To ensure the health protection of servicemembers and veterans, experience has shown the importance of capturing, reporting, and archiving all deployment-related occupational and environmental health surveillance (OEHS) data and reports. As a force health protection issue, this responsibility falls to the commanders. Unfortunately, compliance with existing reporting requirements has been poor.

I am requesting that you issue additional guidance for more comprehensive OEHS reporting requirements for ongoing Operations Enduring Freedom and Iraqi Freedom in accordance with the guidance in Attachment 1 of this memorandum. This will be incorporated into the next revision of DoDI 6490.3, "Implementation and Application of Joint Medical Surveillance for Deployment." These enhanced reporting requirements directly support the Deputy Secretary of Defense's March 28, 2003, memorandum, "Historical Records Pertaining to Iraq" (Attachment 2). Please complete this request within 30 days and forward me a copy of the accountability measures that you implement to ensure more timely OEHS reporting by the combatant commands.

Timely and complete submission and archiving of OEHS reports and data are necessary (1) to ensure timely review and assessment of deployment occupational and environmental health risks; (2) to ensure complete and efficient record archiving and retrieval; (3) to facilitate preparedness to provide relevant clinical support within the Departments of Defense and Veterans Affairs (VA); and (4) to assist the VA with establishing service connectivity in disability claims adjudication.

Thank you for your continued support of our Force Health Protection program. Further reporting guidance can be obtained from the Deployment Environmental Surveillance Program office at (800) 222-9698, DSN 584-6096, or commercial at (410) 436-6096. My point of contact is COL Daniel Sulka, 703-575-2661, or daniel.sulka@deploymenthealth.osd.mil.

David S. C. Chu
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Attachments:
As stated

cc:
JCS/J-4
DASD, CPP
DUSD(IE)-SOH
USACHPPM
Surgeons General
DIA/AFMIC
JPMPG



Enclosure 1

Occupational and Environmental Health Surveillance (OEHS) Reports and Data Submission Instructions:

Forward OEHS reports and data submissions compliant with the attached table to Deployment Environmental Surveillance Program office using either classified or unclassified channels, depending on the nature of the data. E-mail is the preferred method of reporting, but reports may be submitted by any of the following means:

- Classified e-mail: oehs@usachppm1.army.smil.mil
- Unclassified e-mail: CHPPM-OEHS-Data@apg.amedd.army.mil or chppmoehsdata@apg.amedd.army.mil
- Fax: Classified: DSN 584-4244, COMM (410) 436-4244
Unclassified: DSN 584-2407, Commercial (410) 436-2407
- Mail: Deployment Environmental Surveillance Program
U.S. Army Center for Health Promotion and Preventive Medicine
ATTN: MCHB-TS-EES
5158 Blackhawk Road
Aberdeen Proving Ground, MD 21010-5422

For questions, contact the Deployment Environmental Surveillance Program Office at (800) 222-9698, DSN 584-6096, or commercial at (410) 436-6096.

1 Attachment:

Table of OEHS reports/Data Submission Frequencies

Occupational and Environmental Health Surveillance (OEHS) Reports and Data Submission Frequencies

Required OEHS Reports/Data Submissions:	Combatant Commands Submit to the USACHPPM/DESP:
Baseline OEHS Assessments with accompanying data, for example: <ul style="list-style-type: none"> • Predeployment OEH Intelligence Preparation of the Battlefield Assessments • Predeployment Site Surveys • Environmental baseline studies/OEH Baseline Assessments • Base Camp Assessment Team Reports 	<u>NLT 30 days</u> after report completion.
Routine OEHS Reports with accompanying data, for example: <ul style="list-style-type: none"> • Environmental Sampling Reports • Preventive Medicine Situation Reports • Preventive Medicine Unit Reports • Analytical Summaries • Disease Vector Surveillance Reports • DD Form 1532-1, Pest Management Record 	<u>NLT 30 days</u> after report completion.
Incident-Response OEHS Report with accompanying data, for example: <ul style="list-style-type: none"> • OEH-Outbreak Reports • OEH Exposure Incidents Reports (severe/unusual occurrences) • Chemical, Biological, Radiological, Nuclear (CBRN) incident reports (including acute/catastrophic exposures to toxic industrial chemicals (TICs), toxic industrial materials (TIMs), and CB warfare agents) 	Initial reports <u>NLT 7 days</u> after incident/outbreak. Interim and final reports <u>NLT 7 days</u> after report completion.
All Raw OEHS data and Other Reports: <ul style="list-style-type: none"> • Upon redeployment of preventive medicine/environmental health units, all raw OEHS raw data: air, water, soil, TICs/TIMs, and food sampling without accompanying reports • Any OEHS reports not previously submitted • All After Action Reports and Lessons Learned Reports 	<u>NLT 30 days</u> after redeployment of the Preventive Medicine/Environmental Health unit responsible for sampling and report preparation (Note: original data should stay in theater for follow-on elements when units rotate).